

# Massachusetts Medical Reserve Corps Preliminary Training Recommendations

## DRAFT

Submitted by  
The Training Committee

### Membership

The MRC Training Committee recommends that membership categories for MRC volunteers be based on volunteer availability and the amount of time they are able to commit to the MRC Program. Membership categories include when each category of volunteer would be deployed during an emergency and duties they would perform. Each category also includes recommended prerequisites for membership.

| Category of membership | When Deployed   | Duties   | Recommended prerequisites for membership  |
|------------------------|---|--|---|
| <b>Basic</b>           | Deployed for an event only <b>after the supply of active members and team leaders is exhausted.</b> | Assist in response efforts during a public health or medical emergency by: <ul style="list-style-type: none"> <li>Logistical support to ensure smooth clinic operations</li> <li>Providing information and support to clinic patients</li> <li>If a clinical volunteer, administering vaccines and medications to people at risk of becoming ill.</li> </ul>   | <ul style="list-style-type: none"> <li>Credentialed and passed a CORI check</li> <li>Completion of ICS/100 and NIMS/700 within one year of joining an MRC</li> <li>Completion of MRC Orientation course and course evaluation.</li> <li>Annual attendance at member's MRC unit activity– training, meeting, or drill.</li> </ul>  |
| <b>Active</b>          | Deployed <b>Immediately</b> when a public health or medical emergency occurs.                       | Assist in response efforts during a public health or medical emergency by: <ul style="list-style-type: none"> <li>Logistical support to ensure smooth clinic operations</li> <li>Providing information and support to clinic patients</li> <li>If a clinical volunteer, administering vaccines and medications to people at risk of becoming ill.</li> <li>Manage other MRC-related issues specific to a disaster: MCI response, sheltering needs, patients and other</li> </ul> | <ul style="list-style-type: none"> <li>Satisfy and fully complete the Basic Member requirements <b>and</b>:</li> <li>Clinical volunteers should be proficient in the use of PPE for infectious diseases in a clinical setting. (Training can be obtained through their place of employment.)</li> <li>Completion of a PPE for infectious diseases for non- clinical volunteers training</li> <li>Completion of a Behavioral Health in an Emergency Situation training</li> <li><b>Completion of an EDS training exercise or other MRC deployment training (that is approved and/or developed by an individual unit)</b></li> <li><b>Basic knowledge of Mass Casualty and First Aid</b></li> </ul> |
| <b>Team Leader</b>     | Deployed <b>Immediately</b> when a public health or medical emergency occurs.                       | Perform supervisory roles at clinics. <ul style="list-style-type: none"> <li>Basic Knowledge of Job Action Sheet Assignments and Just in Time Training</li> </ul>  | <ul style="list-style-type: none"> <li>Satisfy and fully complete the Basic and Active Member requirements, <b>and</b></li> <li>Take appropriate ICS courses for their level of supervision:<br/> <b>ICS-200</b> Anyone who is in a supervisory position<br/> <b>ICS-300</b> Anyone who supervises other supervisors, or is likely to be involved in planning for upcoming </li> </ul>  |

May 16, 2007

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|  |  |  | operational periods.<br><b>ICS-400</b> High-ranking personnel<br><b>IS-800</b> Management Directors only |
|--|--|--|--|

### **1. Additional Trainings**

Depending on their level of membership and the duties they will perform, MRC volunteers need additional training on a variety of public health and emergency preparedness topics. There are a number of issues that might make it difficult to provide quality training for MRC volunteers. These include:

- There are large numbers of MRC volunteers in Massachusetts (over 11,000 and the numbers continue to grow).
- MDPH is a source of accurate information about communicable diseases and bioterrorism but it has limited staff available to meet the demand for trainings around these topics.
- There is a lack of clarity around who will be responsible for conducting trainings and for providing the necessary logistical support for these trainings.
- Many volunteers find it difficult to attend classroom trainings because of conflicts with their work schedules.

In an attempt to address these issues, the MRC Training Committee recommends that:

- MRC units utilize a variety of agencies including, but not limited to, the Massachusetts Department of Public Health (MDPH), the Massachusetts Department of Mental Health (MDMH), the American Red Cross, Massachusetts Emergency Management Agency (MEMA) and the Massachusetts Department of Fire Services to provide trainings.
- A six month calendar that lists available trainings for MRC volunteers be developed to teach the 8 Core Competencies.
- MRC units should provide training in a variety of formats (e.g., DVD's, on- line, on their personal computers, classroom, etc.) both to meet the needs of volunteers and to address the issue of limited training resources.
- MDPH provides train- the- trainer courses to prepare qualified MRC volunteers to teach MDPH courses.
- MRC units collaborate with each other to maximize training opportunities for their volunteers.
- Fund Raising for MRC's to support essential training needs. (These types of investments tend to be extremely cost-effective, as they help units to be more self-sustaining while developing member skills for higher-quality disaster response.) Possible examples: copying of handouts, ad-hoc supplies (such as face shields, workbooks, and certification cards for CPR classes), duplication of VHS and DVD media for inexpensive replication and review of classes, stipends or mileage reimbursement for speakers, light refreshments (such as coffee and donuts) for classes lasting more than 2-3 hours. Possibly, minor expenses to promote classes: postage for mailing to members and response partners; low-cost posters newspaper ads to draw attendees and affiliates.

\*See attachment 1 for a list of some of the currently available trainings.

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